Operator's Lesson Plan

BMV INQUIRY

I.   Introduction

All IDACS terminal operators must be able to utilize the different types of Bureau of Motor Vehicles inquiries and interpret the responses. Information in file is the property of the BMV. All BMV information is to be used for criminal justice purposes and may not be given to the public.
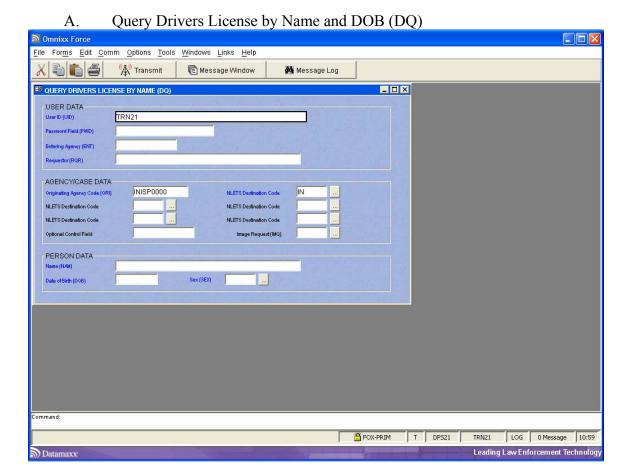
II.   Objectives

Upon completion of this lesson, the user will be able to answer test questions related to inquiry into the BMV Files.

III.   240 IAC 5-1-1 General policy; restriction on use, states "… ©The IDACS system provides information for decision making, by investigators and patrolmen. The information furnished through IDACS shall be evaluated with other facts known to the officer and investigators at the scene. IDACS is an information tool. It is no substitute for professional police judgment." User agencies need to keep in mind that it is possible for the data to be incorrect or out-of-date from time-to– time. With this in mind, BMV data needs to be treated the same as other IDACS data; **LEAD INFORMATION ONLY!**

IV.   Driver's License Transactions

1.   An inquiry to the BMV files will produce a negative response (NOT ON FILE), or a positive response. A positive response will be received if a match occurs between the inquiry (NAM and DOB, or OLN, or SOC) and driver's license file. An inquiry is also sent to IDACS and NCIC for a Wanted/Missing Person check. The preferred inquiry is by NAM, DOB and SEX because most Wanted/Missing Person entries contain a DOB instead of OLN and SOC.

2.   An agency may request out-of-state driver's license information by sending an inquiry message through NLETS to a state point of entry (POE). If a user wishes to access driver license information from Canada consult Section 24. A mixture of five addresses, either 2-character state codes or NLETS regional codes (if inquiry by NAM, DOB, etc.), are permitted per DQ inquiry, and all inquiries and responses are in a fixed format.

3.   A DNQ inquiry allows users to search state driver license files when an exact date of birth is not known. This request may only be addressed to a single 2-character state code.
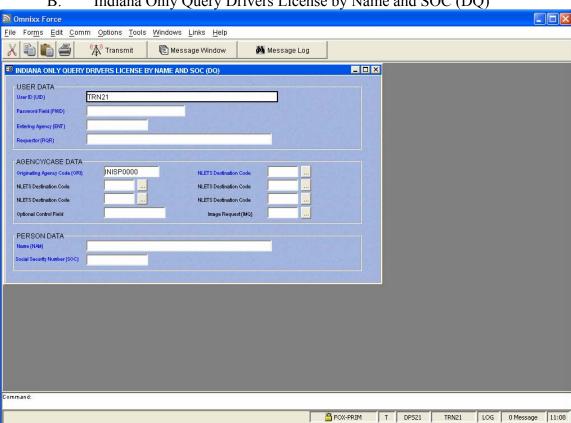
A. Query Drivers License by Name and DOB (DQ)

Agency/Case Data

1. Image Request (IMQ)
   a. To request a Driver Photo be sent along with the response.
   b. Valid entries for this field are Y for "Yes". Will default to "NO".

Person Data

1. Name (NAM)
   a. Required.
   b. Last name followed by a comma, first name, space and middle initial or name.

2. Date of Birth (DOB)
   a. Required.
   b. MMDDYYYY.

3. Sex (SEX)
   a. Required.
   b. M-Male or F- Female.

B.   Indiana Only Query Drivers License by Name and SOC (DQ)

Agency/Case Data

1.   NLETS destination code.
   a.   Required.
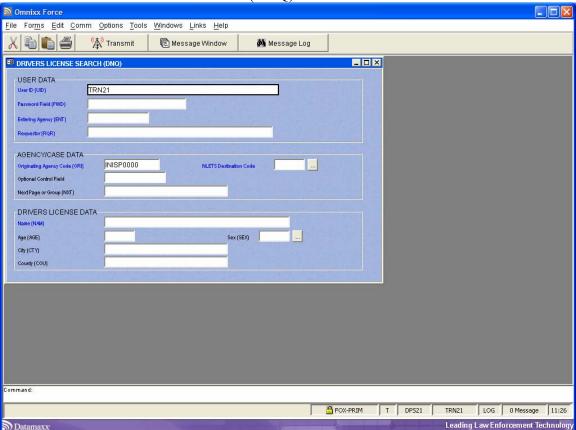   b.   Must be "IN".

Person Data

1.   Name (NAM)
   a.   Enter a minimum of three and maximum of thirty
         characters with last name first, followed by a comma,
         first name and middle name or initial and suffix.

2.   Social Security Number (SSN)
   a.   Valid only for Indiana inquiries.

C.   Query Drivers License by OLN (DQ)

Person Data

1.   Operator's License Number (OLN)
   a.   Required.
   b.   Must not be more than twenty alphanumeric characters.
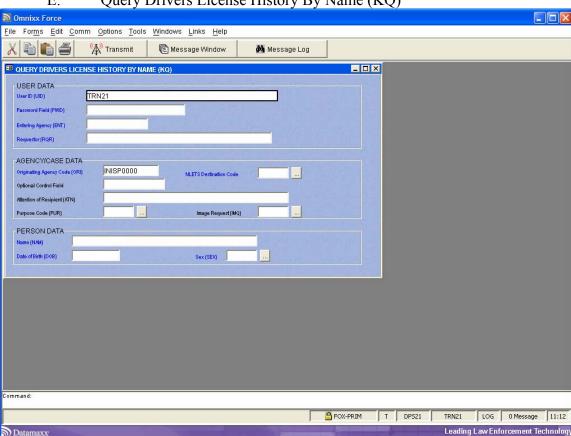
D.   Drivers License Search (DNQ)

Agency/Case Data

1.   NLETS Destination Code
  a.   Required.
  b.   May enter up to five (5) codes including Indiana (IN) in one transaction.

2.   Next Page or Group (NXT)
  a.   A free form field used to request additional pages. Individual state help files will dictate if this field is used and what it must contain.

Person Data

1.   Name (NAM)
  a.   Required.
  b.   Last name followed by a comma, first name, space and middle name or initial.

2.   Age (AGE)
    a.   This field gives the age of the subject.
    b.   Must enter two (2) numeric digits.

3.   Sex (SEX)
    a.   Male (M).
    b.   Female (F).

4.   City (CTY)
    a.   Enter the city name.
    b.   Enter up to 20 alphabetic characters.

5.   County (COU)
    a.   Enter the county name.
    b.   Enter up to 20 alphabetic characters.

V.   Drivers History Transaction

1.   In addition to accessing driver license identity and status information using a DQ, users also may obtain driver history information by sending a KQ to the state of record. Only a single 2-character state code destination address is allowed per inquiry.

2.   Information may be requested either by the driver's license number (OLN) OR the name (NAM), date of birth (DOB), and sex (SEX). The purpose code field (PUR) and attention field (ATN) are required when using this transaction.

3.   NLETS will support the exchange of images. The KQ format includes an optional "IMQ/" field. When this field is included in the inquiry on OLN with a "Y" as a value, the receiver should return an image if one is available.

E.   Query Drivers License History By Name (KQ)

Agency/Case Data

1.   NLETS Destination Code
   a.   Required.
   b.   Two (2) character state code.

2.   Attention of Recipient (ATN)
   a.   Required.
   b.   This field is designates the recipient of a report or data concerning an inquiry made on their behalf.

3.   Purpose Code (PUR)
   a.   Required.
   b.   This field states the legal purpose of the transaction. Federal law requires that all transaction of this type be identified as to their purpose, in order to protect the individual.

4.   Image Request (IMQ)
   a.   To request a driver photo be sent along with the response.
   b.   Valid entries for this field are "Y" for "YES". No is assumed if blank

Person Data

1.   Name (NAM)
   a.   Required.
   b.   Last name followed by a comma, first name, space and middle initial or name.

2.   Date of Birth (DOB)
   a.   Required.
   b.   MMDDYYYY.

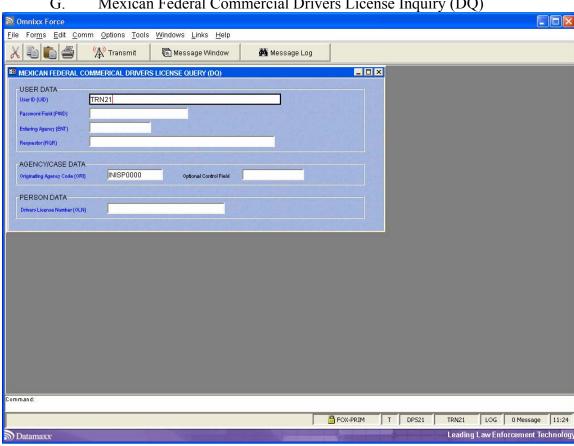3.   Sex (SEX)
   a.   Required.
   b.   M-Male or F- Female.

F.   Drivers License History by OLN (KQ)

Agency/Case Data

1. NLETS Destination Code
   a. Required.
   b. May enter up to five (5) codes including Indiana (IN) in one transaction.

2. Attention of Recipient (ATN)
   a. Required.
   b. This field is designates the recipient of a report or data concerning an inquiry made on their behalf.

3. Purpose Code (PUR)
   a. This field states the legal purpose of the transaction.
   b. Federal law requires that all transactions of this type be identified as to their purpose, in order to protect the individual.

4. Image Request (IMQ)
   a. To request a driver photo be sent along with the response.
   b. Valid entries for this field are "Y" for "YES". Will default to "NO".

Person Data

1. Operator's License Number (OLN)
   a. Must not be more than twenty alphanumeric characters.
   b. One zero only or a run of zeros only is prohibited.

VI. Mexican Licencia Federal Information System (LIFIS)

1. Effective November 21, 1991 the United States recognized the commercial driver license issued by the Secretaría de Comunicaciones y Transportes (SCT), the Licencia Federal de Conductor, as being comparable to a U.S. issued commercial driver license (CDL).

2. The LIFIS application only supports requests using the operator license number (OLN). The first part of current license number is the 2 to 5 alphabetic letters that form the beginning of the field on the license document labeled "LIC. No."

3.   The second part of the current license number is the up to ten numeric digits found after the letters in the field on the license document labeled "LIC No." The third part currently required for an OLN inquiry is the class (categoría or categorías) you want to check on. The values for this will be one or more of the possible 6 alphabetic categoría codes (A, B, C, D, E, or F). A licencia federal is very unlikely to have more than 3 on a license document. Only A, B, C and E have any comparable CDL equivalent in the U.S.

4.   All information will be provided in English. If there are any questions on this or any other parts of the response, consult the LIFIS HELP file by sending a DQ message addressed to MX, and with an OLN value of HELP, or send an Administrative Message (AM) to MXOLNHELP.

G.   Mexican Federal Commercial Drivers License Inquiry (DQ)

Person Data

1.   Operator's License Number (OLN)
    a.   Required.
    b.   OLN for the Mexican LIFIS. See section 34.5.1 of the NLETS Users Guide for rules of composition and length.

VI.   The Seven (7) types of BMV Inquiries and Responses.

H.   Registration by Social Security Number (LQOLN)

Agency/Case Data
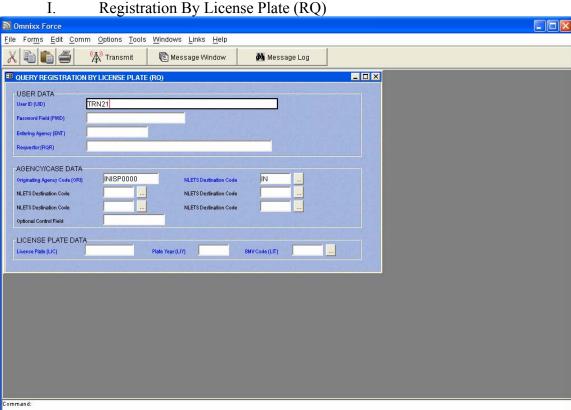
      1.   Destination Agency Code (DRI)
          a.   Required.
          b.   Must be "IN".

Registration Number Data

      1.   Registration Number (OLN)
          a.   Required.
          b.   Must contain the letter "S" followed by a nine (9) digit social security number.
          c.   One zero only or a run of zeros only is prohibited.

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I.   Registration By License Plate (RQ)

Agency/Case Data

    1.   NLETS Destination Code.
        a.   Required.
        b.   You may enter up to five (5) codes including Indiana (IN).

License Plate Data

    1.   License Plate (LIC)
        a.   Required.
        b.   Enter up to ten valid characters in this field.
        c.   UNK", "UNKN", or "UNKNOWN" are not allowed.

    2.   Plate Year (LIY)
        a.   Required.
        b.   Must be the year the license plate was issued.

    3.   BMV Code (LIT)
        a.   Required.
        b.   Must be a valid Indiana BMV code.

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J.   Title Registration Query (LQ)

Vehicle Data

    1.   VIN Number (VIN)
          a.   Required.
          b.   Must contain the Vehicle Identification Number.

    2.   Vehicle Make (VMA)
          a.   Required.
          b.   Must be a valid code from the NCIC Code Manual.

K.   Registration Inquiry by VIN number (RQ)

Vehicle Data

1.   Vehicle ID Number (VIN)
   a.   Required.
   b.   VIN's containing seventeen characters are edited for validity.
   c.   If a field error display is shown on the screen, follow the following steps:
      1.   RECHECK VIN OBTAINED FOR ANY TYPOGRAPHICAL ERROR.
      2.   CHECK VEHICLE REGISTRATION FOR CORRECTNESS.
      3.   IF AVAILABLE, USE "VINASSIST" TO DETERMINE POSSIBLE ERROR.

2.   Year of Manufacture (VYR)
   a.   This field must be four numeric characters representing the production year during which the vehicle was manufactured.

3.   Make (VMA)
    a.   If the VMO is other than TL, the VMA must be a valid
            NCIC code.
    b.   If the VMO is TL, the VMA must not be characters ASM,
            ASMB, ASSE, MB, MC, MK, MP, MS, NA, TK, UNK,
            UNKN, XX, XXX, XXXX, YY, YYY, YYYY, ZZ, ZZZ,
            or ZZZZ.

L.   Vehicle Registration Query by Name and DOB (RNQ)

Person Data

1.   Name (NAM)
    a.   Required.
    b.   Enter a minimum of three and maximum of thirty
            characters with last name first, followed by a comma, first
            name and middle name or initial and suffix.

2.   Date of Birth (DOB)
    a.   Must be eight numeric characters
            (example MMDDYYYY).

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M. Query Boat Registration (BQ)

Boat Data

1. Hull Number (BHN)
   a. Maximum of 20 alphanumeric characters.

2. Registration Number (REG)
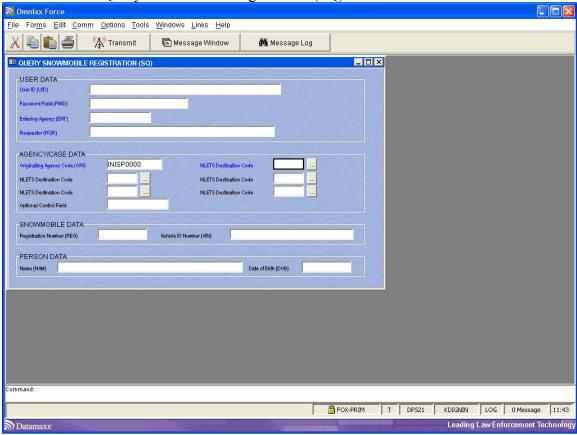   a. This field is used to give the boat registration number or the document number issued by the Coast Guard.
   b. The format of the REG field is a maximum of eight characters, alpha and/or numeric with no embedded spaces.

Person Data

1. Name (NAM)
   a. Required.
   b. Enter a minimum of three and maximum of thirty characters with last name first, followed by a comma, first name and middle name or initial and suffix.

2. Date of Birth (DOB)
   a. Must be eight numeric characters
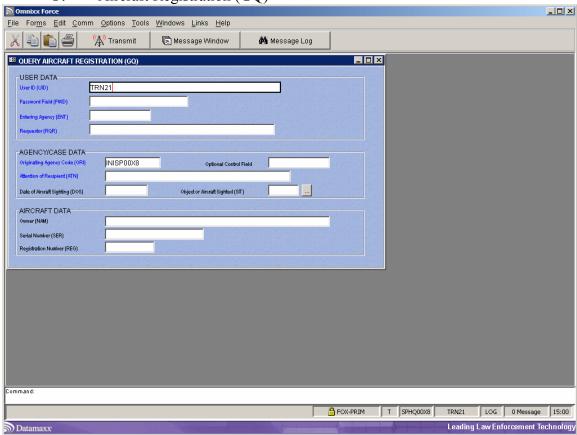   (example MMDDYYYY).

N. Query Snowmobile Registration (SQ)

Snowmobile Data

1. Registration Number (REG)
   a. This field is used to give the Snow Mobile registration
      number or the document number issued by the State.
   b. The format of the REG field is a maximum of ten
      characters, alpha and/or numeric.

2. Vehicle ID (VIN)
   a.. VIN's containing seventeen characters are edited for
      validity.
   b. If a field error display is shown on the screen, follow the
      following steps:
      1. RECHECK VIN OBTAINED FOR ANY
         TYPOGRAPHICAL ERROR.
      2. CHECK VEHICLE REGISTRATION FOR

CORRECTNESS.
3. IF AVAILABLE, USE "VINASSIST" TO
DETERMINE POSSIBLE ERROR.

O.   Aircraft Registration (GQ)

Agency/Case Data

1.   Attention of Recipient (ATN)
     a.   Required.
     b.   Name of individual requesting the record.
              EXAMPLE: SGT JOHN DOE, TRAFFIC SECTION

2.   Date of Aircraft Sighting (DOS)
     a.   This field contains the date that the subject aircraft was sighted.
     b.   Become required when SIT is "Y" – Yes.
     c.   MMDDYYYY.

3.   Object or Aircraft Sighted (SIT)
     a.   Y – Yes
     b.   N – No

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Aircraft Data

1. Owner (NAM)
   a. Enter the name of the individual or corporation owning the aircraft.
   EXAMPLE: JONES, MICHAEL R DELTA AIRLINES

2. Serial Number (SER)
   a. Enter a maximum of sixteen characters. May be referred to as a VIN number.

3. Registration Number (REG)
   a. Maximum of eight alpha and/or numeric characters. May be referred to as a tail number.

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